

## PUBLIC HEALTH EDUCATOR II

### NATURE OF WORK

This is professional and technical work, implementing consultative, educational and lifestyle change programs in public health, such as chronic disease, infectious disease, injury prevention, tobacco prevention and wellness.

Work involves responsibility for: Working on teams of professional, technical and support staff; Assisting in facilitating and maintaining effective collaborations and partnerships; learning to communicate health risks to the public and other agencies; reporting on performance metrics and indicators; identifying health inequity, implementing strategies protecting and promoting public health and achieving health equity; learning to implement marketing and branding strategies; identifying opportunities for quality improvement; gathering data analyses and writing reports; identifying resource needs; writing grants and reports. Some independent judgment and personal initiative is expected within the framework of established policies, laws and regulations. Work is performed under the general supervision of a Public Health Education Supervisor, Division Manager, or other administrative superior and reviewed through conferences, reports and outcomes achieved.

### EXAMPLES OF WORK PERFORMED

Reviews, analyzes and identifies gaps in data, and determines appropriate uses.

Participates in the implementation of strategies to achieve performance indicators, goals and objectives.

Monitors grant expenditures and activities.

Writes grants and reports.

Helps develop and provides presentations and communications to the public, community groups and other entities.

Participates in assessment and understands the health status of populations, determinants of health and illness, and factors contributing to promoting health and preventing disease.

Participates in community health and community design processes, evaluates public health implications, and ensures public health issues are addressed.

Assists in the development of local ordinance changes.

Provides excellent customer service.

Staffs advisory committees, and task forces, and community coalitions.

Participates in quality improvement processes, helps identify innovative approaches to reach diverse and susceptible populations, and customer discovery initiatives.

Participates in the development of policies and procedures.

Assists in the development of Memoranda of Agreement and Requests for Proposals.

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of communication feedback strategies.

Knowledge of primary prevention principles.

Some knowledge of health equity and susceptible population issues.

Some knowledge of electronic and social media, and community marketing and branding strategies.

Some knowledge of community health assessment.

Some knowledge of evidence-based practices in public health education, lifestyle change, and disease prevention.

Some knowledge of establishing performance indicators and leading performance improvement strategies.

Some knowledge of quality improvement tools and processes.

Some knowledge of grant writing procedures and program development.

Some knowledge of program management.

Some knowledge of relevant laws and regulations, and policies.

Ability to establish and maintain effective working relationships.

Ability to communicate effectively orally and in writing.

Ability to manage and resolve conflict.

Ability to efficiently use information technology to access information, communicate, and produce effective work products.

Ability to present complex information effectively.

Ability to create effective partnerships and collaborations; build and sustain teams, networks and coalitions.

#### MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with a bachelor's degree in public health education, public administration or related field with two years of experience in public health education; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary for the satisfactory performance of assigned duties.

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